

**A RESOLUTION
BY FINANCE/EXECUTIVE COMMITTEE**

11-*R*-0909

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT PURSUANT TO §2-1606 OF THE CITY OF ATLANTA CODE OF ORDINANCES WITH VANDERWEIL FACILITY ADVISORS, INC. ("VFA"), UTILIZING THE GENERAL SERVICES ADMINISTRATION ("GSA") CONTRACT NO. GS-35F-0118J FOR THE PURCHASE OF THE VFA FACILITY SOFTWARE SYSTEM FOR THE CITY OF ATLANTA, DEPARTMENT OF AVIATION; IN AN AMOUNT NOT TO EXCEED \$70,000.00; TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180107 (AVIATION INFORMATION SERVICES DIVISION) 5213001 (CONSULTANT PROFESSIONAL SERVICES\TECHNICAL) 7563000 (AIRPORT); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City"), Department of Aviation, desires to purchase the VFA Facility Software System from VFA to use in Capital Planning and Management; and

WHEREAS, pursuant to the City's Code of Ordinances §2-1606 the Chief Procurement Officer may procure equipment, software, servers, services or construction items through contracts established by the purchasing division of the State where such contracts and contractors substantially meet the requirements of the City's Procurement and Real Estate Code; and

WHEREAS, this cooperative agreement was competitively procured in a manner consistent with Division 4 of the City's Procurement Code, and the cost of the goods and /or services are comparable; and

WHEREAS, the General Manager of the Department of Aviation and the Chief Procurement Officer have determined that utilizing the GSA Contract No. GS-35F-0118J to acquire the VFA Facility Software System meets these Code requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor is authorized to enter into an agreement pursuant to GSA Contract No. GS-35F-0118J with Vanderweil Facility Advisors, Inc. to purchase the VFA Facility Software System in an amount not to exceed \$70,000.00.

BE IT FURTHER RESOLVED, that all purchases and services be paid from FDOA 5501 (Airport Revenue Fund) 180107 (Aviation Information Services Division) 5213001 (Consultant Professional Services\Technical) 7563000 (Airport).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer, in consultation with the City Attorney, is directed to prepare an appropriate Purchase Order in accordance with the terms of GSA Contract No. GS-35F-0118J.

BE IT FINALLY RESOLVED, that the Purchase Order and the terms of the GSA Contract No. GS-35F-0118J will not become binding upon the City and the City will incur no liability under them until they has been executed by the Mayor, approved by the City Attorney as to form, and attested to by the Municipal Clerk, if necessary, and delivered to Vanderweil Facility Advisors, Inc.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

FAC Confirmed by:

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Currently Department of Aviation does not have a central and comprehensive database system for its facility assets. DOA Facility managers have to manually assess each individual facility which has become a challenge to access, compile and distribute all that information on a regular basis. We currently store data in Excel sheets, pictures, AutoCAD drawings and other reports. However, these methods and software do not provide adequate capacity to hold all the information, produce prompt reports, data integrity and is not interactive. As a result information gathering and retrieval have been time consuming and in some cases outdated. A tool to effectively integrate facility planning, management systems, control methods, reviews, including financial controls and capital improvements will be better managed from VFA Facility Software in an amount not to exceed \$70,000.00 for one year.

2. Please provide background information regarding this legislation.

The VFA Facility software package will provide the facility managers, capital planners, financial analysts and executives with tools to manage and maintain data; integrate and control projects and facility processes. The benefits of this product will optimize decisions about facility spending, optimize maintenance resources. It will enable facility managers to formulate projects that minimize cost, time, redundancy and impact on ongoing activities, and combine such projects into multi-year-capital plans. Improve equipment and staff productivity. Provide continuous visibility to all plans and tasks all the way through the planning, design, construction and facility lifecycle while maintaining facility standards.

3. If Applicable/Known:

(a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):**

(b) **Source Selection:**

(c) Bids/Proposals Due:

(d) Invitations Issued:

(e) Number of Bids:

(f) Proposals Received:

(g) Bidders/Proponents:

(h) Term of Contract:

4. Fund Account Center (*Ex. Name and number*):

Fund: 5501 Account: 5213001 Center: 180107

5. Source of Funds: *Example: Local Assistance Grant*

6. Fiscal Impact:

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery:

DOA can use VFA Facility Software to estimate the cost of capital asset renewal and replacement; ensure reliable cost projections for deferred maintenance and systems renewal. It enables facility managers to plan for repairs rather than address them on a costly, unscheduled basis or when the building/system is beyond repair.

This Legislative Request Form Was Prepared By: Jimmy Kelly\Sharon Jones

Legislation Summary

Committee of Purview:

Caption

A resolution authorizing the Mayor to execute an appropriate contractual agreement on behalf of the Department of Aviation with Vanderweil Facility Advisors, Inc. ("VFA") in an amount not to exceed seventy thousand dollars and no cents (\$70,000.00). All contract work shall be charged to and paid from fund account and center number: 5501 (Airport Revenue Fund), 180107 (Aviation Information Services Division); 5213001 (Consultant Professional Services/Technical); 756300 (Airport).

Council Meeting Date: June 20, 2011

Legislation Title: Resolution authorizing the Chief Procurement Officer to utilize the Federal GSA Contract #GS-35F-0118J with Vanderweil Facility Advisors, Inc. ("VFA") for the purchase of VFA Facility Software System behalf of the Department of Aviation in an amount not to exceed seventy thousand dollars and no cents (\$70,000.00). All contract work shall be charged to and paid from fund account and center number: 5501 (Airport Revenue Fund), 180107 (Aviation Information Services Division); 5213001 (Consultant Professional Services/Technical); 756300 (Airport).

Requesting Department: Department of Aviation

Contract Type: N/A

Source Selection: Federal GSA Contract #GS-35F-0118J

Bids/Proposals Due: N/A

Invitations Issued: N/A

**Number of Bids/
Proposals Received:** N/A

Bidders/Proponents: N/A

Justification Statement: N/A

Background:	N/A
Fund Account Centers:	5501 (Airport Revenue Fund), 180107 (Aviation Information Services Division); 5213001 (Consultant Professional Services/Technical); 756300 (Airport).
Source of Funds:	N/A
Fiscal Impact:	N/A
Term of Contract:	N/A
Method of Cost Recovery:	N/A
Approval:	
DOF:	
DOL:	
Prepared By:	Patricia Lowe, Buyer
Contact Number:	404.330.6583


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Contractor Information

(Vendors) How to change your company information

Contract #: GS-35F-0118J Socio-Economic : Small business

Contractor: VFA, INC. EPLS : Contractor not found on the Excluded Parties List System

Address: 266 SUMMER ST FL 6
BOSTON, MA 02210-1112

Govt. Contracting Officer:
Daniel Kim
Phone: 703-605-3606
E-Mail: daniel.kim@gsa.gov

Phone: (617)772-8200

E-Mail: jsummers@vfa.com

Web Address: http://www.vfa.com

Source	Title	Contract Number	Contract Terms & Conditions	Contract End Date	Category	View Items Available
70	GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES	GS-35F-0118J		Dec 7, 2013	132 33	
					132 34	
					132 51	
					132 52	

Additional Contracts held by this contractor. To view more details of a contract, click the Contract Number below.

Source	Title	Contract Number	Contract Terms & Conditions	Contract End Date	Category	View Items Available
874	MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)	GS-10F-0121P		Dec 10, 2013	874 1	
					874 3	
					874 4	

Cost Proposal

Item	Quantity	Unit Price	Extended Price
1. VFA.facility annual software renewal for three (4) named users. Additional licenses over the three (4) current licenses can be added at a rate of \$6280. Includes all maintenance and support.	4	\$ 7,161.00	\$ 27,763.00
2. Pricing for the renewal of one (1) report author user	1	\$ 1,199.00	\$ 1,199.00
3. VFA.facility Training – 2 day session onsite for up to 10 people including all materials and expenses		\$ 9,000.00	\$ 9,000.00
4. VFA.auditor – Web-based self assessment software. Unlimited users. Auditor users do not have to have a VFA.facility license. Additional SF can be purchased at \$.012 per SF	2,000,000 SF	\$ 0.012 Per SF	\$ 24,000.00
5. VFA.auditor Training – 4 hour webbased training for up to 50 people	1	\$ 1,250.00	\$ 1,250.00
Subtotal			\$ 63,212.00
Misc			\$ 6,788.00
Total			\$ 70,000.00



CITY OF ATLANTA


Kasim Reed
Mayor

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55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB
Chief Procurement Officer
asmith@atlantaga.gov

MEMORANDUM

TO: Councilmember Yolanda Adrean,
Chair, Finance Executive Committee

FROM: Adam L. Smith 

RE: Federal GSA Contract #GS-35F-0118J

DATE: May 26, 2011

This memorandum is to certify that the above-referenced Cooperative Agreement was competitively procured in a manner consistent and pursuant to sections 2-1602, 2-1604, 2-1606 and 2-1608 of the Procurement and Real Estate Code. We reviewed the terms of the Agreement and determined that the costs for the goods/services are competitive and comparable.

If you have any questions or need additional information, please do not hesitate to contact me.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE BYRD

Dept.'s Legislative Liaison: Anita Williams

Contact Number: 404-530-6600

Originating Department: Aviation

Committee(s) of Purview: Finance/Executive

Chief of Staff Deadline: 05/27/11

Anticipated Committee Meeting Date(s): 06/15/11

Anticipated Full Council Date: 06/20/11

Legislative Counsel's Signature: Jennifer Andrews *Jennifer Z Andrews*

Commissioner Signature: *[Signature]*

Chief Information Officer Signature: *Michael S. [Signature]*

Chief Procurement Officer Signature: *Adrian [Signature]*

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT PURSUANT TO §2-1606 OF THE CITY OF ATLANTA CODE OF ORDINANCES WITH VANDERWEIL FACILITY ADVISORS, INC. ("VFA"), UTILIZING THE GENERAL SERVICES ADMINISTRATION ("GSA") CONTRACT NO. GS-35F-0118J FOR THE PURCHASE OF THE VFA FACILITY SOFTWARE SYSTEM FOR THE CITY OF ATLANTA, DEPARTMENT OF AVIATION; IN AN AMOUNT NOT TO EXCEED \$70,000.00; TO BE CHARGED TO AND PAID FROM FDOA 5501 (AIRPORT REVENUE FUND) 180107 (AVIATION INFORMATION SERVICES DIVISION) 5213001 (CONSULTANT PROFESSIONAL SERVICES\TECHNICAL) 7563000 (AIRPORT); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any) \$70,000.00

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____

(date)

(date)

Received by Mayor's Office: 5.27.11 *[Signature]* Reviewed by: *[Signature]*

(date)

(date)

Submitted to Council: _____

(date)